



**HUMAN RESOURCES COMMITTEE  
MINUTES**

**August 3, 2023, 9:00 a.m.  
Dutton Dunwich Boardroom  
450 Sunset Drive  
St Thomas ON**

Members Present: Warden Ed Ketchabaw, Chair  
Councillor Mark Widner  
Deputy Warden Grant Jones

Members Absent: Councillor Andrew Sloan

Staff Present: Amy Thomson, Director of Human Resources  
Nicholas Loeb, Director of Legal Services  
Don Shropshire, Chief Administrative Officer/Clerk  
Mike Hoogstra, Manager of Purchasing and Risk

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**1. CALL TO ORDER**

The meeting was called to order at 9:01 a.m. with Warden Ketchabaw in the Chair.

**2. APPROVAL OF AGENDA**

Moved by: Deputy Warden Jones  
Seconded by: Councillor Widner

RESOLVED THAT the agenda for the August 3, 2023 meeting be approved as presented.

Motion Carried.

**3. ADOPTION OF MINUTES**

Moved by: Councillor Widner  
Seconded by: Deputy Warden Jones

RESOLVED THAT the minutes from the meeting held on May 26, 2023 be adopted.

Motion Carried.

**4. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None.

**5. DELEGATIONS**

None.

**6. REPORTS/BRIEFINGS**

None.

**7. OTHER BUSINESS**

None.

**8. CORRESPONDENCE**

None.

**9. CLOSED MEETING ITEMS**

Moved by: Deputy Warden Jones

Seconded by: Councillor Widner

RESOLVED THAT we do now proceed into closed meeting session in accordance with the Municipal Act to discuss the following matters under Municipal Act Section 239 (2):

Closed Meeting Item #1 - Closed Meeting Minutes - May 26, 2023

Closed Meeting Item #2 - CAO Recruitment

(b) personal matters about an identifiable individual, including municipal or local board employees; and (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Motion Carried.

**9.1 Closed Meeting Minutes - May 26, 2023**

**9.2 Manager of Procurement and Risk - CAO Recruitment**

**10. MOTION TO RISE AND REPORT**

Moved by: Councillor Widner

Seconded by: Deputy Warden Jones

RESOLVED THAT we do now rise and report.

Motion Carried.

Moved by: Deputy Warden Jones

Seconded by: Councillor Widner

RESOLVED THAT staff contract the Recruiter as directed by the Committee.

Motion Carried.

**11. DATE OF NEXT MEETING**

The next meeting will be held at the call of the Chair.

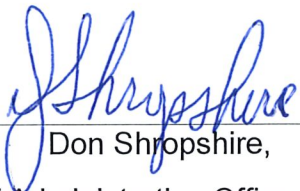
**12. ADJOURNMENT**

Moved by: Councillor Widner

Seconded by: Deputy Warden Jones

RESOLVED THAT we do now adjourn at 9:17 a.m. to meet again at the call of the Chair.

Motion Carried.



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Don Shropshire,  
Chief Administrative Officer/Clerk.



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Warden Ed Ketchabaw,  
Chair.